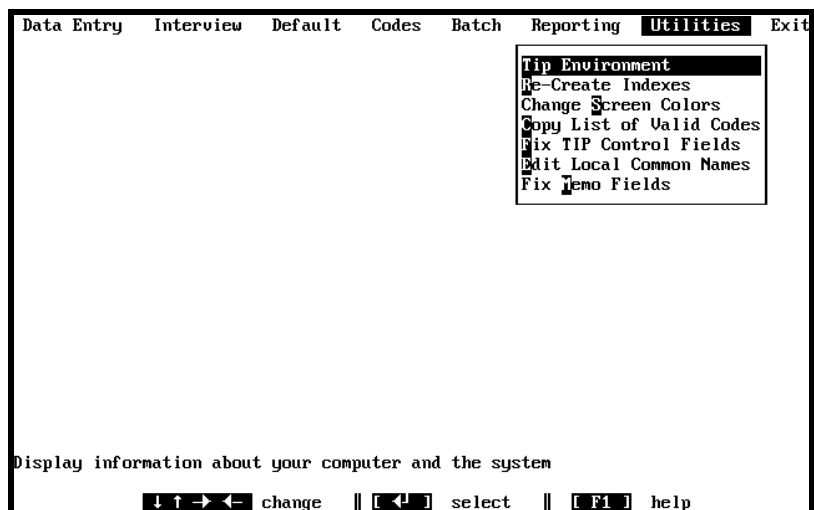


# 11

## TIP UTILITIES

### The UTILITIES Menu

This menu will enable you to do maintenance tasks such as displaying your computer environment, re-create indexes, change your screen colors, copy new lists of valid codes, edit the local common name of fish, and fix memo files.



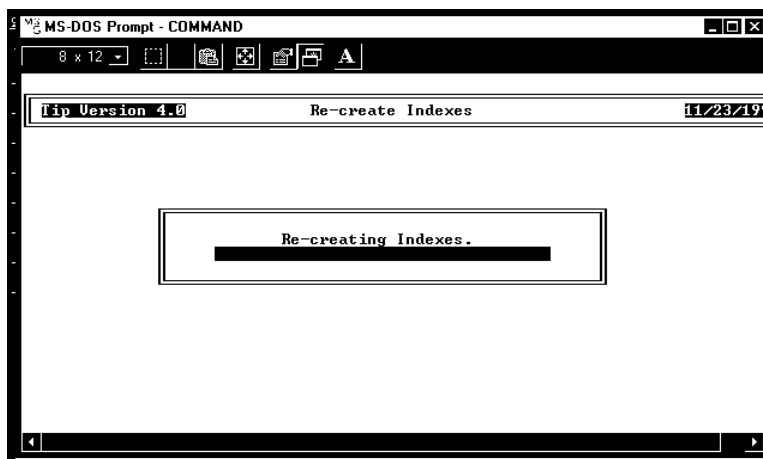
## TIP ENVIRONMENT

Selecting the Tip Environment option will display information about your machine such as what type of computer you have, how much memory and disk space are available and what kind of monitor you are using. It also gives the names of people to contact if you have questions about the TIP Data Entry system.



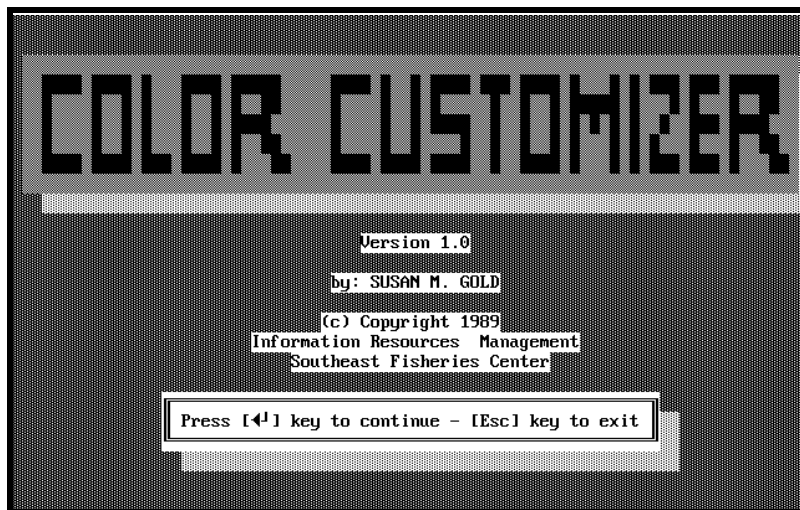
## RE-CREATE INDEXES

Index files aid the program to search large files in a variety of different orders very quickly, without having to go through the time-consuming process of physically sorting the file. However, these index files sometimes become corrupted and may cause the TIP program to end abnormally. If this occurs, you may use this option to re-establish the necessary indexes for your program to operate properly.



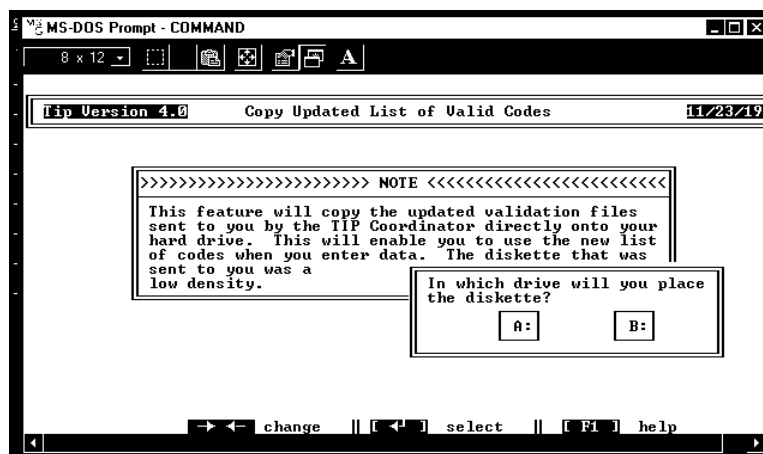
## CHANGE SCREEN COLORS

You can change the colors of the screens to suit your taste. You may also need to change the colors if you are using a monochrome or plasma screen to enable you to see all the highlight bars. Complete instructions are provided in Appendix J. However, you may find that some of the colors do not change as expected.



## COPY LIST OF VALID CODES

Occasionally there will be a need to update the list of Valid Codes that is used by the data entry program to check your data. In such cases, the TIP Coordinator will send you a diskette with the updated valid codes files. By selecting Copy Valid Codes List, the new files will be automatically incorporated into your program



The program will prompt you for the drive from which you are copying the data and ask you to wait until the data has been copied. **Once the data is copied, re-create indexes using that option in the Utilities Menu as described earlier in this chapter.** The files will now be properly updated.

## FIX TIP CONTROL FIELDS

If you have added any data to the TIP databases using a program such as dBaseIII, dBaseIV, FoxPlus, or FoxPro, you need to ensure that all of TIP control fields are correct. This menu option will do just that. To execute it, simply press the [Enter] key. It will automatically return to the Main menu when it is done.

## EDIT LOCAL COMMON NAMES

With this option you can change the common name of every fish to display the names that are used in your area. You can change the common name by simply typing the appropriate local common name over the name that is currently displayed. The standard common name will be stored separately so that it can also be used to create inter-regional reports. The local common name will be displayed in the pick lists of fish codes and can be printed in reports by using the LOCAL function in the Report option.

NODC CODE	SCIENTIFIC NAME	LOCAL COMMON NAME	NMFS	ERD.	OECS
5515290101	SILUQUA PATULA		7605		
5515290204	SOLEA ROSACEUS		7610		SOLERO
5517010201	MYA ARENARIA		7640		
5517010201	MYA ARENARIA		7630		MYIDAR
5515471802	MACROCALLISTA NIMBOSA		7520		VENEMI
5515250102	SPIGULA SOLIDISSIMA		7690		MACTSO
5500000000	BIUALUUA		7720	907	
5515220102	CLINOCARDIUM NUTTALLII		7420		
3685260101	RACHYCENTRON CANADUM	LEMONFISH, LING	3570	106	RACHCA
8835260000	RACHYCENTRIDAE	LEMONFISH, LING		105	RACH
8791030402	GADUS MORHUA		0811		
8791030402	GADUS MORHUA		0819		
8791030402	GADUS MORHUA		0813		

## FIX MEMO FIELDS

Occasionally users will use third party xBase products such as dBaseIII+ or dBaseIV to read TIP files for the purpose of retrieval of data or to alter, add or combine data. Or, there may be a need to combine files from different versions of the TIP program. Using these different database packages on a TIP (FoxPro database) file will cause the format of the file to change.

Consequently, later when they try to access the files using the TIP program, they find they get an error: "Memo file missing/invalid". If you have this problem, you may use this option to make the file format compatible for TIP.

MS-DOS Prompt - COMMAND

Tip Version 4.0      Fixing of Memo Fields      11/23/97

>>>> Name Of File To Fix Memo For <<<<

Name of File: NTIP\DBF\TIP11.DBF

[ F4 ] to continue    [ Esc ] Exit    [ F1 ] help

The screen will display a box for you to enter the name of the file that you need to convert. The default name is \TIP\DBF \TIP11.DBF. However, you may convert any file you want by simply typing the name of the drive, subdirectory, and new file name.

Once you are ready, simply press the [Enter] key to begin converting the file.

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